



**PLANNING COMMISSION
Minutes of the Regular Meeting
Council Chambers
8200 Westminster Boulevard
Westminster, CA 92683
March 16, 2016
6:30 p.m.**

1. ROLL CALL: ANDERSON, MANZO, NGUYEN, SPENCER, AND VO

PRESENT: Anderson, Manzo, and Spencer

ABSENT: Nguyen and Vo

2. SALUTE TO FLAG:

Chair Anderson led the salute to the flag.

3. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS

Associate Planner Steve Ratkay reported there was a late communication, which is a revised resolution regarding Item No. 8.1.

4. EX PARTE COMMUNICATIONS

Vice Chair Manzo reported that he visited the site associated with Item 8.1.

5. SPECIAL PRESENTATIONS - None

6. ORAL COMMUNICATIONS - None

7. APPROVAL OF MINUTES – February 17, 2016

Motion: It was moved by Vice Chair Manzo, and seconded by Commissioner Spencer, to approve the Planning Commission meeting minutes of February 17, 2016 as presented. The motion carried (3-0) by the following vote:

AYES: ANDERSON, MANZO, SPENCER

NOES: NONE

ABSENT: NGUYEN, VO

ABSTAIN: NONE

8. PUBLIC HEARINGS

8.1 Case No. 2015-53 (Conditional Use Permit and Variance)

Location: 6512 Westminster Boulevard (APN # 195-303-25 and 195-303-26)

Applicant: Westminster Veterinary Group

A request for a conditional use permit to operate an animal hospital along with a variance from the operating standards related to the setback for buildings used for the confinement or shelter of dogs. The variance request is to allow a building used for the confinement or shelter of dogs: 1) to be within 88-feet of an existing dwelling on an adjacent property, where a minimum of 100-feet is required; 2) to be within 0-feet to 44-feet from a property line common to the adjacent property where a minimum of 50-feet is required; and 3) to be within 9-feet, 6-inches of a public street where a minimum of 100-feet is required.

Associate Planner Alexis Oropeza provided a presentation to the Commission.

The Commission had questions about the low brick wall enclosure on the north side of the building, landscaping, parking lot lighting, design of the mural, and the orientation of the building.

CHAIR ANDERSON OPENED THE PUBLIC HEARING AND ASKED IF THERE WERE ANY SPEAKERS WISHING TO SPEAK IN FAVOR.

Doctor Greenberg, applicant and owner of the business for the past 17 years, responded to questions raised by the Commission; stating she intends to feature various animals on the mural, not just dogs. She added, the main reason for locating the customer entrance to the back of the building is for safety of the animal, it provides some distance to the street in case an animal gets away from their owner. She confirmed, this location will not have boarding of animals; an animal may stay overnight if it is hospitalized but all critical care patients that require overnight care will be transferred to a critical care facility.

Melvin McGee, architect representing the applicant, responded to questions raised by the Commission; stating the design concept of the building is to provide a balance between the design guidelines and trying to keep the façade of the building relating to the street; thereby providing a pedestrian feel and safety for the animals by moving the entrance away from the street. He stated he is not opposed to providing additional lighting on the building to assist with parking lot illumination. He also indicated that although he preferred a smaller landscaped area, he was not opposed to moving the brick wall and adding more landscaping for the front (north face) of the building. He added this is a state of the art hospital with a high level of care; the level of attention to the animal is very high and it will not create smell or noise since it would be controlled.

Fred Babusuo, General Contractor representing the applicant, filled out a speaker card, but did not come to the podium to speak on record.

CHAIR ANDERSON ASKED IF THERE WERE ANY SPEAKERS WISHING TO SPEAK IN OPPOSITION. THERE BEING NONE, CHAIR ANDERSON CLOSED THE PUBLIC HEARING.

Vice Chair Manzo suggested a combination of opaque and translucent windows for the north facing side of the building, adding that he felt transparent glass may show the office equipment inside the building. He stated that the parking lot needed additional lighting for safety and that he believed four-feet of landscaping should be required as a condition.

Commissioner Spencer concurred with Vice Chair Manzo's suggestions for window covering to screen office furniture inside the building. She believed the parking lot needed to be illuminated. She stated that she didn't care if the front of the building was landscaped as long as it was kept clean and neat. She added that she didn't feel there will be a noise problem since the animal shelter is not moving to this location.

Chair Anderson stated he would be ok with a combination of transparent and translucent glass as an option for the project; he preferred something that might screen the inner office furniture but yet allow light to come through the window. He believed the parking lot lighting was necessary, but it could be attached to the building. He added that landscaping is a very important feature and felt that four-feet of landscaping at the front of the building should be conditioned.

Motion was made by Commissioner Spencer, and seconded by Vice Chair Commissioner Manzo, to approve a Conditional Use Permit and Variance for Case No. 2015-53, subject to the conditions of approval in the revised resolution provided as late communication; and, adding the following conditions: 1) the applicant shall provide exterior lighting to illuminate the mural and parking lot, 2) windows on the northern employee entrance shall provide shielding of the interior uses with a combination of transparent and translucent windows, 3) the applicant must set the low block wall, on the north side of property, back four feet from the property line with four feet of landscaping provided on the north side of the wall.

The motion carried by the following vote:

AYES:	ANDERSON, MANZO, SPENCER
NOES:	NONE
ABSENT:	NGUYEN, VO

9. REGULAR BUSINESS – None

10. REPORTS - None

10.1.MATTERS FROM THE PLANNING COMMISSION


Regarding a previous request from Vice Chair Manzo to discuss the issue of donation bin regulations within the City.

Commissioner Spencer and Associate Planner Steve Ratkay reported receiving communication from the City Manager's Office and the Code Enforcement Division regarding this matter. Both reported that the Code Enforcement Division is looking into possible solutions to address the unpermitted donation bins.

Commissioner Spencer will report any new information received regarding this matter at a future undetermined meeting date.

10.2.AB 1234 Reports – None

11. ADJOURNMENT – The meeting was adjourned at 7:27 p.m. to the Regular Meeting on Wednesday, April 6, 2016 at 6:30 p.m.

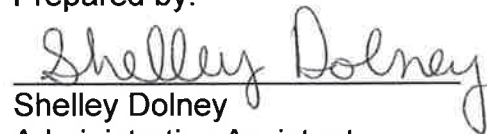


Don Anderson
Chairman



Brian Fisk
Planning Commission Secretary

Prepared by:



Shelley Dolney
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